

# EL PASO ELECTRIC COMPANY

## JOB DESCRIPTION

<b>TITLE:</b> Manager – System Planning	<b>CLASSIFICATION NUMBER:</b> 014275	<b>GRADE LEVEL:</b> 13
<b>DEPARTMENT:</b> System Planning	<b>DIVISION:</b> System Operations & Planning	<b>LOCATION:</b> Stanton Tower

---

### JOB PURPOSE:

Under the general supervision of the AVP of System Operation, is responsible for supervising, coordinating and performing various short and long term operational planning activities of high voltage transmission and distribution that includes contract negotiations, feasibility and expansion studies, and technical support on intra-company issues.

### EDUCATION AND/OR SPECIAL TRAINING:

1. Bachelor's Degree from an accredited college or university in Electrical Engineering or a related field; or an equivalent combination of related training and experience. A concentration in power systems work is preferred.

### EXPERIENCE AND MINIMUM REQUIREMENTS:

1. Minimum of six (6) years experience with an electric utility in a similar capacity in the development and/or planning of high voltage transmission systems.
2. Extensive knowledge of electric utility operations, applicable state and federal regulations, statistical methods, engineering economic analysis and related computer software applications.
3. Ability to schedule projects, perform feasibility studies, coordinate the work of others, analyze information and meet deadlines.
4. Ability to communicate effectively, both orally and in writing.
5. Ability to establish and maintain good working relationships with fellow employees, managers, supervisors and the public.
6. Ability to maintain a strong sense of propriety concerning confidential matters.
7. Ability to travel for meetings or projects as necessary.

### ESSENTIAL JOB FUNCTIONS:

The following essential job functions are accomplished by utilizing CRT, personal computer with keyboard and/or mouse, calculator, telephone, facsimile, photocopy machine, and/or other office equipment.

1. Supervises, coordinates and performs short and long term system expansion plans, station and area load forecasts, transient network analysis, economic analysis of planned alternatives, incremental powerflow analysis, stability studies, fault analysis, operating analysis, and other special studies.
2. Supervises the development, modeling and maintenance of planning of computer database programs used in analysis and studies.
3. Directs the planning staff's participation in analysis, studies, and other special areas.
4. Supervises and provide technical support in inter-company negotiations on transmission, reliability, and interconnection contracts as well as regulatory reliability issues.
5. Supervises, coordinates and performs short and long term distribution system special studies.
6. Prepares budgets for the assigned section, monitors expenditures and corrects discrepancies.
7. Assures that the Company is in compliance with applicable rules and regulations.
8. Testifies as an expert witness for the Company in regulatory proceedings as required.
9. Develops and supervises the training and professional development of the assigned staff.

---

**REPORTS TO:** AVP -  
System Operations

**APPROVAL:**

**DATE:** 07/09



